

Form ARD

Application for registration as a British citizen

To be used by people in the Channel Islands, Isle of Man and British Overseas Territories, and by people who live elsewhere and want to apply by post.

Use this form if you are applying on or after 01 December 2022.

The Home Office will use the personal information you provide to consider your application. We may also share your information with other public and private sector organisations in the UK and overseas. For more detail please see the Privacy Notice for the Border, Immigration and Citizenship system at www.gov.uk/government/publications/personal-information-use-in-borders-immigration-and-citizenship. This also sets out your rights under the Data Protection Act 2018 and explains how you can access your personal information and complain if you have concerns about how we are using it.

Application for registration as a British citizen

Before completing this form, you should read the Guide ARD. Fill in those parts of the form that apply to your application. If there is not enough space for your answer, use page 24 to provide additional information.

If you want help to complete your application form, you may wish to contact a competent adviser, for example, a solicitor or immigration adviser registered with the Office of the Immigration Services Commissioner (see Guide ARD which accompanies this form for details).

We recommend that you keep a completed copy of this application.

Ensure that you read the Guide ARD and that you understand the criteria for registration before submitting your application. Fees cannot be returned for applications that fail.

Write in block capitals using black ink. Please enter all dates as dd/mm/yyyy, for example 21/05/2022.

Each individual applying for registration must complete a separate application form. Therefore husbands, wives and civil partners wishing to register, must complete separate forms. Family applications should include separate forms for each child.

Before making your application, you may wish to check whether you are eligible to apply for citizenship under the Windrush Scheme. If you are covered by the scheme, you should not apply for British citizenship on this form. For more information, and to access the Windrush Scheme application form, see:

www.gov.uk/windrush-prove-your-right-to-be-in-the-uk

1. Eligibility

This application is to be used for those who would have been or been able to become a British citizen but for:

- historical legislative unfairness
- an act or omission of a public authority
- exceptional circumstances relating to you which prevented you from becoming a British citizen

You should read Guide ARD before applying, as it explains the requirements for this section and gives examples.

If your application does not fall under one of these three categories, it will not be successful. See the Citizenship application forms section on GOV.UK for alternate routes and application forms: www.gov.uk/government/collections/citizenship-application-forms.

If, having read the Guide you think you will qualify under one of these categories, please answer all the questions in part 1.

1.1 Are you applying because you would have been or been able to become a British citizen but for historical legislative unfairness?

Yes No

1.2 Are you applying because you would have been or been able to become a British citizen but for an act or omission of a public authority?

Yes No

1.3 Are you applying because you think that you have exceptional circumstances which prevented you from becoming a British citizen?

Yes No

1.4 (a) Would you have been able to become a British citizen **through registration or naturalisation**, but for historical legislative unfairness, an act or omission by a public body or because you have exceptional circumstances, that prevented you becoming a British citizen?

The ‘Historical legislative unfairness’, ‘Act or omission of a public authority’ and ‘Exceptional circumstances’ sections of ARD Guide provide more information: www.gov.uk/government/publications/application-for-registration-as-a-british-citizen-form-ard

Yes - you will need to pay a fee to register - see fees for citizenship applications: www.gov.uk/government/publications/fees-for-citizenship-applications

No - Go to question 1.4 (b)

(b) Would you have had an automatic claim to British Citizenship, but for historical legislative unfairness, an act or omission by a public body or because you have exceptional circumstances, that prevented you becoming a British citizen?

The ‘Historical legislative unfairness’, ‘Act or omission of a public authority’ and ‘Exceptional circumstances’ sections of ARD Guide provide more information: www.gov.uk/government/publications/application-for-registration-as-a-british-citizen-form-ard

Yes

No

1.5 If you have ticked **'Yes'** to 1.1, 1.2 or 1.3 above, please provide full details in the box below. You may find it helpful to give details of the category or legislation that you think you qualify under. It may also assist if you refer to the guidance and to historical background information on nationality: www.gov.uk/government/publications/historical-background-information-on-nationality. Please provide as much detail as possible within this box.

If you have ticked **'No'** then please return to Citizenship application forms on GOV.UK and see whether any of the other options for applying for citizenship are applicable to your circumstances: www.gov.uk/government/collections/citizenship-application-forms.

2. Personal information

2.1 Give any Home Office reference numbers used in any previous immigration applications:

2.2 Current passport/travel document number:

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2.3 Title - please select:

Mr

Mrs

Miss

Ms

Other (state)

2.4 State your name (exactly as it appears on your passport if you have one):

Surname/family name:

Other names:

You must provide evidence of this name, such as your passport, birth certificate, a marriage certificate, civil partnership certificate or deed poll. It is your responsibility to ensure that the information you provide is correct.

We will not normally issue a certificate of registration or naturalisation in the name that is different from a person's official documents. A British passport will not be issued in a different name from the one in your foreign passport or travel document.

If you do not have a passport, state the name used on your official documents (Home Office travel document, national identity card, biometric residence permit).

2.5 If the name stated above is not the name you use for all purposes, state:

The surname/family name that you use:

Other names used:

The reason why this is different from the name on your passport or other official documents:

I am aware that if the name on my registration certificate is different to the name in my foreign passport, I must change my name in my foreign passport to that in the registration certificate, before applying to Her Majesty's Passport Office, for a British passport.

3. Good character requirement

Guide ARD explains when the Home Secretary may take into account whether you are of good character when considering an application for citizenship. If you believe you are in one of the categories where good character will not be considered, you do not need to complete this section. If we later determine that your application is one where good character would normally be considered, we will then request this information from you. Checks may be made with the police and other Government Departments and agencies.

Personal history

This section asks about any criminal convictions, any civil judgements or civil penalties made against you and details of any involvement you may have had in war crimes, genocide, crimes against humanity or terrorism, as well as any other behaviours which may mean you are not of good character. If you fail to answer all of these questions as fully and accurately as possible, your application may be refused.

It is an offence under Section 46(1) of the British Nationality Act 1981 to make a statement or representation which is known to be false or is not believed to be true.

3.1 Have you been convicted of any criminal offence in the UK or any other country?

Yes go to question 3.2

No go to question 3.3

3.2 Give details below for each criminal conviction, starting with the most recent one. If you have received more than 2 convictions photocopy this page and enclose it with this form.

We will carry out criminal record checks on all applicants. You must give details of all criminal convictions. This includes road traffic offences (including drink driving offences).

Fixed Penalty Notices (such as speeding or parking tickets) do not form part of a person's criminal record and will not be considered in the caseworker's assessment of character unless either:

- you have failed to pay the penalty and there were criminal proceedings as a result
- you have received numerous Fixed Penalty Notices

Please give full details of any Fixed Penalty Notices received in the box at question 3.16 below.

Criminal conviction 1

Country where convicted:

Nature of offence:

Sentence given:

Date sentenced:

D	D	M	M	Y	Y	Y	Y
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If you were sentenced to a period of imprisonment, what was the length of the prison sentence (in months)?

<input type="text"/>	<input type="text"/>	<input type="text"/>
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 months

Criminal conviction 2

Country where convicted:

Nature of offence:

Sentence given:

Date sentenced:

D	D	M	M	Y	Y	Y	Y
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If you were sentenced to a period of imprisonment, what was the length of the prison sentence (in months)?

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 months

3.3 Do you have any civil judgments against you or any civil penalty under the UK Immigration Acts?

Yes go to question 3.4

No go to question 3.5

3.4 Give details for each civil judgment or any civil penalty under the UK immigration acts, starting with the most recent one.

If you have received more than 2 civil judgments and/or civil penalties under the UK Immigration Act, photocopy this page and enclose it with this form.

Details of judgment or civil penalty 1:

Date of judgment or civil penalty:

D	D	M	M	Y	Y	Y	Y
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Country where judgment was made:

Details of judgment or civil penalty 2:

Date of judgment or civil penalty:

D	D	M	M	Y	Y	Y	Y
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Country where judgment made:

You must answer questions 3.5 to 3.16 below even if you have answered no to question 3.1. For help in answering these questions, see the definitions in the Guide ARD.

3.5 Have you received any cautions (simple or conditional), warnings or reprimands in the UK or any other country?

Yes Give details below No go to question 3.7

3.6 Give details for each caution (simple or conditional), warning or reprimand starting with the most recent one.

If you have received more than 2 cautions (simple or conditional), warnings or reprimands, photocopy this page and enclose it with this form.

Details of caution (simple or conditional), warning, or reprimand 1:

Date of caution, warning or reprimand:

D	D	M	M	Y	Y	Y	Y
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Country where caution, warning or reprimand received:

Details of caution (simple or conditional), warning, or reprimand 2:

Date of caution, warning or reprimand:

D	D	M	M	Y	Y	Y	Y
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Country where caution, warning or reprimand received:

You must answer questions 3.7 to 3.16 below even if you have answered no to question 3.5. For help in answering these questions, see the definitions in the Guide.

3.7 Are your details recorded by the police in respect of certain sexual offences (on the “sex offenders register”), or are you subject to a Notification Order, a Sexual Offences Prevention Order, a Foreign Travel Order, or a Risk of Sexual Harm Order (or equivalent order made in a British overseas territory or any other country)?

Yes No

3.8 Have you ever been charged in any country with a criminal offence for which you have not yet been tried in court?

Yes No

3.9 In times of peace or war have you ever been involved in, or suspected of involvement in, war crimes, crimes against humanity or genocide?

Yes No

3.10 Have you ever been involved in, supported or encouraged terrorist activities in any country?

Yes No

3.11 Have you ever been a member of, or given support to an organisation which has been concerned in terrorism?

Yes No

3.12 Have you ever, by any means or medium, expressed views that justify or glorify terrorist violence or that may encourage others to terrorist acts or other serious criminal acts?

Yes No

3.13 Are you, or have you ever been, the subject of an international travel ban?

Yes No

3.14 Have you ever been declared bankrupt?

Yes No

3.15 Have you ever engaged in any other activities which might indicate that you may not be considered a person of good character?

Yes No

3.16 If you have answered yes to any of questions 3.7, 3.8, 3.9, 3.10, 3.11, 3.12, 3.13, 3.14, or 3.15, you must give further details in the space provided below. If you need more space, continue on a separate sheet and enclose it with this form.

For the purposes of answering questions 3.7 to 3.15 please refer to the Guide ARD which provides guidance on actions which may constitute war crimes, crimes against humanity, genocide or terrorist activities.

For the purposes of answering question 3.16 you should include details of any activities which might indicate that you may not be considered a person of good character. This may, for example, include but is not limited to, situations such as failing to pay taxes or accruing significant debt, engaging in activities that cast serious doubt on your standing in the local community, making false claims in order to obtain benefits and such like.

4. Referees and identity

Please write your name and date of birth on the back of a photograph of yourself. This should then be glued into the space aside.

This part of the form is to be filled in by your referees once your photograph has been affixed aside as explained above. Your referees should read the Referees and identity section of the Nationality forms guide (www.gov.uk/government/publications/nationality-forms-guide) to confirm that they are eligible. Checks will be carried out to ensure that referees meet the requirements below and their signatures are genuine, and we may contact them as part of our enquiries.

Affix passport size photo. See Guide ARD.

Name of applicant:

4.1 One referee should be a person of any nationality who has professional standing, for example, minister of religion, civil servant, or a member of a professional body, for example, an accountant or solicitor (who is not representing you with this application). The other referee must normally be the holder of a British citizen passport and either a professional person or over the age of 25.

Both should declare that:

- they are not a relative, solicitor or agent of the applicant
- they are not employed by the Home Office
- they have not been convicted of an imprisonable offence (unless that conviction can be disregarded in line with the table shown in the Good character section of the Nationality forms guide - www.gov.uk/government/publications/nationality-forms-guide)
- they have known the applicant personally for more than 3 years
- they are willing to give full details of their knowledge of the applicant
- they will advise the Home Office of any reason why the applicant should not be registered

1st Referee declaration

I declare that I am qualified to act as a referee. The photograph above is a true likeness of the applicant. I confirm each of the points in 4.1 above. I confirm that to the best of my knowledge the details given on page 5 of this form are correct.

4.2 Say how you know the applicant, and state your age and profession:

4.3 1st referee full name:

4.4 1st referee date of birth:

D	D	M	M	Y	Y	Y	Y
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4.5 1st referee sex:

Male

Female

5.15 Do you have a medical or physical condition which may require special arrangements for your biometrics to be recorded?

Yes Please provide us with a letter from a doctor registered with the General Medical Council (GMC) giving details of the condition and/or special needs and explaining any arrangements that may be necessary.

No

5.16 Declaration

As required by British Nationality (General) (Amendment) (2) Regulations 2014, I confirm that I wish to register my biometric information.

Signature:

Date:

D	D	M	M	Y	Y	Y	Y
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6. Declaration by the applicant

Warning: to give false information on this form knowingly or recklessly is a criminal offence punishable with up to 3 months' imprisonment or by a fine not exceeding £5000 or both.

(Section 46(1) of the British Nationality Act 1981, as amended).

6.1 I (full name in block letters)

declare that, to the best of my knowledge and belief, the information given in this application is correct. I know of no reason why I should not be granted British citizenship. I promise to inform the Home Secretary in writing of any change in circumstances which may affect the accuracy of the information given whilst this application is being considered by the Home Office. I understand that information given by me will be treated in confidence, but may be submitted for checking against records held by other Government departments, the Security Service and other agencies, local authorities and the police, where it is necessary for immigration or nationality purposes, or to enable these bodies to carry out their functions.

I understand that I may be liable for prosecution if I have knowingly or recklessly provided false or incomplete information.

I authorise the HM Revenue and Customs to provide the Home Office with information relevant to this application, and with any information needed to check the information I have provided. I understand that any information provided to the HM Revenue and Customs in connection with this application may be used by them for the purpose of their statutory functions.

I authorise the Home Office to make enquiries of:

- the Insolvency Service (England and Wales)
- the Accountant in Bankruptcy (Scotland)
- the Official Receiver (Northern Ireland)
- another appointed Receiver concerning my declaration of bankruptcy

I agree that the relevant body may disclose personal information obtained as part of their statutory function

6.2 I confirm that I have read and understood the guide to registration as a British citizen

6.3 I confirm that I have enclosed the appropriate fee and payment slip

6.4 I confirm that I have enclosed the appropriate documents

6.5 I understand that a certificate of citizenship may be withdrawn if it is found to have been obtained by fraud, false representation or concealment of any material fact, or if on the basis of my conduct the Home Secretary considers it to be conducive to the public good.

Please sign below once you are satisfied that you have completed the form correctly. Your application will not be valid if you do not enclose the correct fee. Fees are not refundable for applications that fail. You are recommended to read the guide, particularly those sections on how to qualify.

Applicant's signature

Date

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D	D	M	M	Y	Y	Y	Y
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7. Additional information

Please state which number question or questions this is a continuation of: